

SPB TRAINING SERVICES

The State Personnel Board's Office of Training is responsible for assisting state agencies in improving the productivity, effectiveness, and efficiency of state employees through the coordination and provision of appropriate training and development programs. This training schedule is designed to assist agencies in recognizing and identifying their training needs and to help them meet those needs. Other services offered by the Office of Training, which are intended to assist agencies in moving from awareness to action include:

- ' Technical Assistance in all aspects of training
 - Needs Assessment
 - Conducting Successful Training
 - Developing a Comprehensive Training Plan
 - Planning a Training Program
 - Training Evaluation
- ' Information and referral service on available training/staff development resources.
- ' Operation of the Mississippi Certified Public Manager (CPM) Program, the Basic Supervisory Course (BSC), and the IPMA Developing Competencies for HR Success which provide management and human resource training for public sector employees
- ' Operation of the Administrative Support Certification Program (ASCP) which provides comprehensive ongoing training to staff who support governmental agencies.
- ' Quality training sessions on topics of identified need offered at a reasonable cost and available onsite or at regional locations throughout the state as feasible.
- ' Training on Mississippi's Performance Management.
- ' Training on MS State Personnel Quality Workforce Initiative

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